



Town of Arlington, Massachusetts
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Meeting Minutes 03/08/2006

Town of Arlington
Affirmative Action Advisory Committee

730 Massachusetts Avenue, Arlington, MA 02476
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Barbara Boltz, Co-Chair
 Adrienne McClure, Co-Chair
 Augusta Haydock
 Jack Jones
 Elaine MacLachlan
 Tricia O'Donoghue
 Howard Winkler

Caryn Cove Malloy, Affirmative Action Officer

Affirmative Action Advisory Committee
 Meeting Minutes
 Wednesday, March 8, 2006
 7:45 p.m.

Present: Caryn Cove Malloy, Barbara Boltz, Tricia O'Donoghue, Jack Jones, Adrienne McClure (chair), Elaine MacLachlan, Augusta Haydock

Absent: Howard Winkler

Meeting Minutes

Meeting of February 8, 2006, Barbara Boltz moved approval as amended. SO VOTED

Current Job Openings

The Committee reviewed current job openings and discussed the appointment of an Assistant Planning Director.

Current Bid Projects

The Committee reviewed two letters drafted by Purchasing Officer Domenic Lanzillotti to the contractors of the Spy Pond Stormwater Improvements and the Construction of Curbs and Walkways. The letters reiterate that payrolls must show the level of female and minority participation and that a failure to comply with Town Bylaw may result in withholding of final payment.

School Diversity Task Group

Barbara Boltz reported that the group met with School Superintendent Nate Levenson. He gave the group a memo with 10 bullet points on what will be different with regard to hiring. The bullets include a commitment from the Superintendent in his efforts to hire minority candidates, all who meet the minimum requirements will be given an interview, the hiring process will be handled by an administrator (not a secretary) and the Superintendent will be kept in the loop. The SDTG recommended that there be some in person contact from Arlington to some of the black colleges.

Barbara Boltz further reported that last evening the Superintendent gave his report on minority hiring to the School Committee. His 10 bullet points had expanded to 14 as he incorporated the suggestions of the SDTG. He gave a breakdown of where minority hires are within the system. Barbara Boltz provided a copy of a resolution for minority hiring submitted to the School Committee which will appear on their March 14th agenda for discussion. Barbara Boltz reported that she feels very encouraged that the School Committee appears very engaged.

Update of Affirmative Action Plan

Caryn Malloy provided a copy of the updated AAAC plan to the group. They were asked to bring their final changes to the next meeting. Tricia O'Donoghue offered to have the master document done.

Continuing Business

Barbara Boltz made a second request for the Annual Report to be distributed to members of the Committee.

Barbara Boltz moved to adjourn the meeting at 8:33 p.m.

SO VOTED

A true record. Attest:

Caryn Cove Malloy
Affirmative Action Officer